

**Tennessee Department of Labor and Workforce Development  
Annual Performance Report to the Employment and Training Administration  
July 1, 2009 – June 30, 2010  
August 2010**

**Introduction—Inclusion of activities performed in partial fulfillment of requirements  
of the “Tennessee ARRA LMI Improvement Grant”**

The Employment and Training Administration’s Training and Guidance Letter Number 30-08, June 12, 2009, refers to the American Recovery and Reinvestment Act of 2009. In section 4. Background, the letter states, “The Recovery Act provides more than an injection of workforce development resources into communities across the country. *It is also a significant monetary investment and represents an extraordinary opportunity for state workforce agencies to fund their employment and training programs in a manner that supports and accelerates the transformation of the public workforce system and increases its effectiveness.*” (Emphasis added.)

The section finishes with the following statement: “This guidance highlights opportunities state workforce and labor market information . . . entities (LMI entities) will have to demonstrate value-added information products and services to support Recovery Act investments.”

Because of this emphasis on the potential of American Recovery and Reinvestment Act (ARRA) funding to increase the effectiveness of LMI efforts, some references in this report relate to the ARRA grant obtained by the Tennessee Department of Labor and Workforce Development in December 2009. These activities are identified as “ARRA.”

**Grant description:**

**TN LMI was awarded an LMI Improvement Grant, referred to as the “Green Jobs Grant” with the following purpose and five major activities:**

**Purpose:** To help connect target populations, including auto and auto-related industry workers who have been affected by significant automotive-related restructurings, to career pathways in green industries.

**Activities:**

- (1) **Conduct a comprehensive Tennessee green jobs survey** of 6,000 firms, including those receiving stimulus funds, based on 10 green sectors. Data will be available by Workforce Investment Areas;
- (2) **Do a supplemental survey with a portion of these firms** to obtain more information on green jobs qualifications and requirements;
- (3) **Conduct impact studies on the six groundbreaking green industry investments** in Tennessee (Hemlock, Wacker, Volkswagen, Nissan (lithium battery and zero-electric

vehicle), eTec (recharging stations), and the Volunteer State Solar Initiative (solar farm/research institute)). The study will provide estimates of the projected number of new jobs which might be created and retained by these new investments. [To be done by the Middle Tennessee State University's Business and Economic Research Center];

(4) **Provide an enhanced Labor Exchange:** Two additional self-service modules for the Source will be purchased: (a) A self-service module for job seekers that will allow individuals to post resumes online; and (2) A self- service module for employers to post jobs to The Source, with appropriate safeguards. We hope to identify jobs as green if appropriate. Additional programming will be needed for information to be exchanged between CMATS and the Source.

(5) **Use transferable skills analyses** with auto-related workers to determine their potential to transfer to areas of green jobs that are in demand.

### **Green Sectors to Be Surveyed**

Renewable energy generation  
Transportation  
Green Construction  
Manufacturing  
Energy Efficiency  
Research, Design, and Consulting Services  
Environmental Protection  
Agriculture and Forestry  
Recycling and Waste Reduction  
Governmental and Regulatory Administration

Eleven industry survey forms will encompass these green sectors.

### **Strategic Partners:**

TDLWD- Employment Security Division  
TDWLD- Workforce Division and the Workforce Board  
Middle Tennessee State University's Business and Economic Research Center  
Tennessee Board of Regents Workforce Office  
Biodimensions, Inc.  
Tennessee Energy Industry Construction Consortium  
AFL-CIO Green Jobs/Rapid Response Coordinator  
Southern Alliance for Clean Energy

### **Other Assistance:**

BLS- selected the employers to be surveyed  
States' Green Jobs informal consortium will provide information and feedback.

## Requirements and Accomplishments for Attachment III, Work Deliverables

### A. Accomplishments

**Deliverable 1. Core tables.** Requirement: “Implement and maintain the most current version of the WIDb and populate all tables designated as core tables. . . . Database content must be updated timely in order to be as current as the state’s most recent publications and data releases.”

**Accomplishments:** A list of tables populated and displayed in *The Source* ([www.sourcetn.org](http://www.sourcetn.org)) is attached.

Files updated in 2009-2010 are listed in the following table.

Dates activities accomplished PY 2009-2010	Data Tables Updated Displayed in Tennessee’s WIDb, <i>The Source</i>
Monthly PY 2009 – 2010	<ul style="list-style-type: none"><li>• Updated Employment Security data for Applicants for employment, Job Openings and Unemployment Insurance (UI) Claimants</li><li>• Updated labor force, employment, and unemployment data</li><li>• Updated CES Data</li></ul>
Quarterly PY 2009 – 2010	Employment and wage data submitted by employers (QCEW) updated
Every 6 months	Obtained employer database purchased from InfoGroup, updated WID tables
March 2009	2006 – 2016 Industry and occupation projections data tables for the 13 local WIAs

**Deliverable 1. Licenses** Requirement: Populate the database with the following licensing files: license.dbf and licauth.dbf updated every 2 years and submitted to the National Crosswalk Service Center.

**Accomplishment:** Updated occupational licensing data to 2007 and where available, to 2008 were obtained. The License.dbf and Licauth.dbf WIDb tables for *The Source* were updated and data was forwarded to the National Crosswalk Service Center.

**Deliverable 2. Statewide short-term occupational projections.** Requirement: Produce and disseminate projections for 2009-2011.

**Accomplishment: Producing update.** Completed processing short-term statewide projections for 2009 to 2011 and submitted the data for review by June 30, 2010. WIDb tables will be updated and the data will soon be displayed in *The Source*.

**Accomplishment: Web Dissemination.** Analysis based on these short term projections data are available in the *Tennessee Annual Workforce Report 2010 and Update on Tennessee's Greening Economy* on the Source Web site <http://www.tn.gov/labor-wfd/Publications/EmploymentSecurity/AnnualWorkforceReport2010.pdf>.

**Deliverable 2. Statewide long-term industry and occupational projections for 2008 to 2018.** Requirement: produce and disseminate.

**Accomplishment: Produce updates.**

- Processing statewide long-term industry and occupational projections for 2008 – 2018 was completed and data submitted for review by June 30, 2010.
- The 2006 – 2016 data for the 13 Local Workforce Investment Areas were finalized in March 2009.

**Accomplishment: Web and print Dissemination:**

- The statewide 2008 – 2018 industry and employment data are analyzed in the *Annual Workforce Report 2010* <http://www.tn.gov/labor-wfd/Publications/EmploymentSecurity/AnnualWorkforceReport2010.pdf> (mentioned above).
- The 2008-2018 data tables are also available as separate .pdf documents on the department's web site:  
<http://www.sourcetn.org/admin/gsipub/htmlarea/uploads/IndustryProjections.pdf>  
<http://www.sourcetn.org/admin/gsipub/htmlarea/uploads/OccupationProjections.pdf>
- The industry and occupation 2006 – 2016 projections for the 13 Local Workforce Investment Areas were finalized, related WIDb tables were updated, and data were made available on *The Source* as of March 2009. These data will be updated to 2008-2018 in 2010-2011 and then the projections data will be updated in the Source ([www.sourcetn.org](http://www.sourcetn.org)).
- Copies of the statewide “Hot Jobs to 2016” publication utilizing 2006 - 2016 projections and including supply-demand comparisons and analyses are available in print for distribution until the LWIA projections are finalized.
- “Hot Jobs to 2016” publications for the 13 Local Workforce Investment Areas, published in June 2009, are available in downloadable pdf format at <http://www.state.tn.us/labor-wfd/publication.htm> at a listing titled “Industrial and

Occupational Outlook 2006 – 2016”. Although we previously published and distributed print copies of these local WIA publications, as of January 2010 they are only available from departmental web sites

- Additional data are available on the departmental websites for viewing and downloading at <http://www.state.tn.us/labor-wfd/publication.htm>.

**Deliverable 3. Annual Report. Requirement: “Publish an annual economic analysis report for the governor and the SWIB.”**

**Accomplishments:**

- Tennessee’s third annual economic analysis report, “Investment in Growth of Tennessee’s Workforce and Local Workforce Investment Areas for the Short- and Long-term, 2009 – 2016” was published in September 2009.
- The fourth annual report, “*Annual Workforce Report 2010: The Growth of Tennessee’s Workforce for the Short- and Long-term, 2010 through 2018, With an Update on Tennessee’s Green Economy*”, was completed in July, 2010 and is available on the Source Web site. The report was reviewed internally and also by the research director of the Tennessee Department of Economic and Community Development. It has been submitted to the administrator of our department’s Employment and Training Division for later distribution to the Workforce Investment Area network and will be sent to the governor.

**Deliverable 4. Requirement: “Post products, information, and reports on the Internet.”**

- Data updates developed for the Workforce Information Database (WIDb) are available on the web in the interactive system *The Source* ([www.sourcetn.org](http://www.sourcetn.org)).
- A step-by-step guide to the 4 most popular types of information searches in *The Source* was updated and made accessible to users from the home page of *The Source* as well as from the Department of Labor and Workforce Development’s publication page (<http://www.state.tn.us/labor-wfd/publication.htm>).
- The statewide and 13 local WIA “Hot Jobs to 2016” publications incorporating supply-demand analyses and wages are also available from the departmental web site <http://www.state.tn.us/labor-wfd/lmi.htm>. (“Future Trends in Occupations and Industries – Hot Jobs”).
- As they are processed, we upload much of our data updates and analyses to one of our two departmental data and publication websites, <http://www.state.tn.us/labor-wfd/lmi.htm> and <http://www.state.tn.us/labor-wfd/publication.htm>. In addition to the data and publications already cited, the following are also available on these sites: “Wages of Selected Occupations for

State and Sub-State Regions” (2008 wages for all MSAs and Balance of State areas); “Growing Green – The Potential for Green Job Growth in Tennessee”; and the Tennessee Department of Education’s 16 Career Cluster Guides resulting from LMI’s collaboration with that department.

**Deliverable 5. Requirement: “Partner and consult on a continuing basis with workforce investment boards and key economic development partners and stakeholders.”**

Workforce Investment Boards:

- In September 2009, LMI staff provided consultation to the State Workforce Investment Board regarding board efforts to obtain an energy sector grant.
- In December 2009 the Tennessee Department of Labor and Workforce Development was awarded an ARRA LMI improvement Grant. That month, LMI staff detailed the activities to be carried out under this grant, referred to as the Green Jobs Grant, to the Roundtable of the State Workforce Investment Board. LMI Staff followed this up in March 2010 with a presentation to the full board on the grant activities. (**ARRA**)
- LMI email alerts regarding data updates, publications, new functions of *The Source*, etc., are routinely sent to WIA board chairs and administrators. We continue to provide information and assistance to customers across the state on request.
- Additionally, ongoing relationships with a wide variety of data customers including local workforce boards are maintained by the Research and Statistics section’s eight research analysts located across the state.
- Statewide Hot Jobs publications displaying high demand, high wage, high skill occupations are distributed to the local workforce investment boards through the Department of Labor and Workforce Development’s Employment and Training division.

Additional key stakeholders:

- We consult on a continuing basis with the Career and Technical Education section of the Tennessee Department of Education. We provided the initial supply-demand analyses for incorporation into their department’s 16 education Career Cluster booklets and have provided updated supply-demand analyses, with demand based on the 2006 – 2016 projections, for their revised booklets.
- We also work collaboratively with the Career and Technical Education Section of the Department of Education at their request annually in reviewing grant applications they receive for Carl Perkins Act funds. Our review focuses on the degree to which occupations proposed for funding are those in demand and can be termed high skill and high wage.

- Additionally, the Labor Market Information Unit participated in several curriculum review sessions in the fall of 2009 with employers and program specialists in the Career and Technical Education Section of the Tennessee Department of Education for marketing, technical and industrial, and business-information technology courses. These were all-day sessions to discuss realigning curriculum to meet employer demand. An LMI programmer analyst also participated as a judge in the Business-Information Technology statewide student competition.
- We provided occupational demand information for 2008-2018 to the Business and Economic Research Center of the University of Tennessee in Knoxville who are working on analyzing supply and demand for higher education degrees for the Tennessee Higher Education Commission. Tennessee LMI has a more detailed analysis of supply and demand for all educational levels by the 16 CTE Career Clusters and Tennessee Programs of Study that is drafted and that we plan to provide on line in the fall.

**Deliverable 6. "Conduct special studies and economic analysis when needed."**

- In January 2009 the Labor Market Information section published an economic analysis of the potential for "green" employment due to Tennessee's commitment to increasing investments in energy efficiency and renewable energy enterprises. The 100 page report, "Growing Green: The Potential for Green Job Growth in Tennessee" is available from the home page of The Source ([www.sourcetn.org](http://www.sourcetn.org)). A small number of print copies were made available on request.
- We provide additional information, including special occupation and industry analyses, to the 13 local workforce investment board staff as requested.
- We continue to participate in the monthly telephone calls of the multistate green jobs forum. This collaboration helps provide the stimulus and expertise undergirding our publications, including the "Growing Green" report, and research into the effects of a greening economy on Tennessee industries, occupations, and training needs.
- Recognition of the need for data on "green jobs" and for employment opportunities for previous employees of Tennessee's auto manufacturing industry spurred the application to ETA for additional funding through the LMI Improvement Grant funding. (ARRA)

**B. Customer Consultations.**

- Monthly reports for each LWIA and for the state as a whole on the total numbers of initial unemployment claims for the month by LWIA and industries are submitted to the department's Workforce Development Division and to a researcher at the University of Memphis Bureau of Business and Economic Research. These reports were requested initially in March 2009 when the researcher developing analyses for the WIAs recognized the value of the unemployment data in *The Source*. Special reports were required for their purposes. We receive feedback from University of Memphis staff

regularly regarding the materials and presentations on WIA performance measures they base on these reports.

- In September 2009 LMI staff consulted several times to the state Workforce Investment Board on creation of a charter for a partnership of public and private entities to apply for a State Energy Sector Grant, with the LMI Division to be designated as one of the partners. This ARRA grant was submitted by the board but was not selected for funding.
- Feedback from stakeholders in the form of requests for LMI staff services provides ongoing indication of the high value customers place on these services. In the process of working with these stakeholders, staff continuously adjusts products and services to meet their needs. Two examples are:
  - As documented in earlier sections of this report (Deliverable 5), education stakeholders, both at the K – 12 level and at the higher education level, are consistent consumers of LMI staff expertise. Their products and services are created and revised in continuing consultations and interactions with LMI staff.
  - Workforce Investment Boards at the statewide and local levels are kept informed of information and product updates and they request specific services and information. An example is a local workforce investment agency's request for training in February 2010. LMI staff conducted a train-the-trainers session for the LWIA's 27 career counselors and related staff, training them to help job seekers conduct their own job searches using *The Source* and helping them update their training materials for use with the new version of *The Source*.
- Usage of data and publications on the Department of Labor and Workforce web sites and in *The Source* also provide feedback on usefulness of our products.
  - The provider of *The Source* at ([www.sourcetn.org](http://www.sourcetn.org)) tracks customer usage. Data showed 845,585 visitor sessions to *The Source* in PY 09-10.
  - The department's two web sites where LMI publications are displayed received more than 65,000 visits in PY 09-10. (Not all visits on the department's pages are to LMI products, as products from other departmental sources are displayed there.)
- Our newest flyer, on the home page of *The Source*, ("*The Source: How to do a Quick Search for Jobs, Training and More*") was developed in response to customer needs. It is also distributed in print format, designated as the Quick Reference Guide in the following table.

The following distribution table illustrates the popularity of our print products:



<b>Publication Name</b>	<b>PY 2009-2010 Number Distributed</b>
Hot Jobs 2006 – 2016 Statewide	5,586
Hot Jobs LWIA-level publications (For 2010 forward, print copies no longer distributed: the publications are available on the department's web site.)	1,565
<i>Source</i> Quick Reference Guides	12,350

### **C. Recommendations for Improvements**

Three of the most urgent needs for improvement we previously identified are addressed in the activities of the **ARRA LMI Improvement Grant** obtained from ETA in December 2009. They are :

1. The need for statewide and LWIA green jobs occupational employment reports. We consistently receive requests for this information and need to develop targeted data to meet this need.
2. With the state of Tennessee being in various stages of development for 6 major federal and privately funded investments in green industry sectors, there is an urgent need to determine the economic impact that can be projected and later, measured, due to employment to be generated by these investments.
3. Due to the unemployment climate Tennessee is experiencing and state government must respond to, it is important for this department to expand its Internet-based labor exchange functions for both employers and job seekers.

### **Data Tables Populated by Tennessee**

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analysis	This table contains one record for each cluster or unit of analysis. The purpose of the table is to allow the ALMIS Database Administrator to enter text that analyzes the Supply/Demand situation for a state or area, and to display relevant information about placement rates for programs.
blding	Table of building permits awarded per area and time period.
cenlabor	One record for each Census occupation with the count of females or males in the labor force in the occupation.
ces	Employment estimates as reported by the Current Employment Survey.
commute	Commuting patterns. Each record of this table contains a geographic area of a worker's residence ('stfips', 'areatype', 'area') and the geographic area of a worker's place of work ('wkstfips', 'wkareaty', 'wkarea') and the number of workers that fall into this commuting pattern.
develop	Table of industrial development.
empdb	This table contains employer data obtained through the Employer Database Consortium. The use of the data in this format is subject to the state's terms and agreements reached in the contract signed with the ALMIS Employer Database supplier.
esapplic	Employment Service applicant characteristics.
esdata	Employment Service data.
income	This table contains income data.
indprj	This table contains employment projections for each of the identified industries and areas.
industry	This table contains covered employment by industry collected for the QCEW report. (This table includes historical data so that reports reflecting change can be produced.)
iomatrix	This table contains the industry-occupation employment matrix.
labforce	Employment and unemployment estimates are reported from Local Area Unemployment Statistics.
licauth	Table of licensing authorities for the state.
license	This table contains one record for each individual license authorized by the state.
lichist	Table containing the number of licenses awarded for a selected occupation.
occprj	This table contains occupational employment projections for each of the defined areas.
oeswage	This table contains one record for each OES occupation.
populatn	This table contains population estimates for a geographic area and time period.
progcomp	This table contains information about program completers.
programs	This table contains information about programs that are offered by education and training providers.

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propval	Property Values. This table contains property value data for an entire geographic area for a specified time period and taxtype.
sales	Revenue from retail sales.
schools	This table contains one record for every training provider in the state. Each training provider will be identified by a code. The training provider will be coded by type - field 'insttype'.
stindprj	This table contains short term employment projections for each of the identified industries and areas.
stoccprj	This table contains short term occupational employment projections for each of the defined areas.
supply	Completer data for all occupational training providers in the state.
tax	Revenues from taxes
uiclaims	This table contains the numbers of Unemployment Insurance Claims for the selected area.

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**Total preliminary expenditures for this grant July 1, 2009, to June 30, 2010, were \$500,000.** The State of Tennessee is implementing a new financial system called Edison which has been causing delays in our financial reports.